



INDIAN INSTITUTE OF TECHNOLOGY INDORE

HALL Office
Khandwa Road Simrol
Indore – 453 552
E-mail: hostel@iiti.ac.in
Contact: +91 (0) 07324 - 306 583

HALL RULE BOOK

Hall Rules

As per the ruling of Supreme Court of India, ragging is illegal and punishable in strictest and most exemplary terms. The institute prohibits ragging in any form and reserve the right to punish the guilty identified to have caused any act which the institute regards as ragging in the strictest manner, which may include heavy fine, suspension or eviction from Hall premises with 24 hours' notice.

Prohibition/ Ban: Smoking, use of liquor, drugs, pan, gutka, tobacco, narcotics or any other illegal substance¹ by the Hall residents in the Hall premises is strictly prohibited. Failure to abide by this would lead to strict action by the Disciplinary Committee, IIT Indore resulting in suspension or expulsion from Hall.

Residents are expected to display an acceptable form of behavior, maintain discipline and decorum in the Hall. Students should not indulge in intimidating fellow resident(s), shouting at other resident(s), Hall, dining and security staff and manhandling of other students.

Vandalism (or the wilful destruction or defacement of Hall and Institute property) is a very serious offence. This includes acts such as pasting posters, graffiti, slogans etc. Any damage to the Hall property must be reported immediately to the warden/caretaker. Intentional or reckless destruction of any Hall property on any pretext will be dealt with severely and will result in fine. Hall residents will be charged for all damages except damages caused due to normal wear and tear.

The Hall authorities reserve the right to make spot checks in the Hall and units without prior intimation to the students. Students are expected to cooperate with the authorities in this regard.

Students must sign incident report (IRs) when approached by care takers/guards for violating Hall rules. Though students may disagree with the charges, they do not have a choice with regard to signing the IR.

Residents shall not change or interchange their allotted rooms without written permission.

Avoid congregation of more than 10 students in a unit, stairs and corridors. Use common areas for any meeting related to students' activities.

¹ As defined in Narcotic Drugs and Psychotropic Substances Act, 1985.

For the comfort of all the residents, playing loud music, watching TV, using Gym and music room are not permitted between 12.00 a.m. and 6.00 a.m.

Residents shall not fix posters / notices / pictures or anything that might damage the surface of the walls/doors or any place in the Hall.

Residents should use garbage bins for disposal of papers, plastics etc. There should be no littering anywhere in the Hall premises.

Sports gears and musical instruments issued to the students are Institute property and should therefore be used for intended purpose in the common areas. These articles should not be carried to the individual rooms/flats.

Only Hall residents can participate and be members of the Hall council which may include Hall, dining, cultural and sports secretaries.

The Hall Office will issue one key to the door of the room in each unit to the resident. Please ensure that the room assigned is locked while leaving for classes or during long absence. In case of loss of keys a penalty will be imposed.

DO's and DON'Ts

- Residents shall not fix posters / notices / pictures or anything that might damage the surface of the walls/doors or any place in the Hall.
- Do not play football, cricket, etc. in the Hall corridors.
- Switch off light, fans, and geysers and turn off taps when not in use, if any of these items are found running in your absence then the penalty will be imposed on the whole unit.
- Do not skate, and cycle in the corridors and premises of the Hall.
- Do not take cycle outside the campus e.g. on the state highway, Khandwa Road.
- Do not operate any electrical equipment that are related to services and installed in the service floor (Terrace).
- Do not use any heater, coolers and air conditioners and report such use to Estate Electrical
- Do not open any electrical shaft door and Sub-Distribution Board (SDB).
- Do not open any electrical chambers or boxes.
- Do not enter the electrical panel room.
- Do not throw water on the walls and electrical installations.
- Do not touch any electrical outlet in wet conditions.
- Do report any defects/inconvenience related to light, fan, power points, fire alarm and lift to Estate Electrical.
- Do use lap tops/desktops from the socket points provided and not creating any other outlets.
- Do not use defective electrical equipment.
- Do not work on electrical installations of your own.
- Do not operate the Fire Alarm unless required.
- Do not leave rooms without switching off light & fans.
- Do not use match stick, cigar etc. near electrical and fire installation.

- For constructions, the construction agencies are using temporary power lines. Please do not touch any cables, wires etc. in the campus.
- All safety lights are to be switched on & off by Security Staffs only.
- Any unsafe condition must be reported to estate electrical.

WHOM TO CONTACT

- In the event of proceeding on unscheduled leave on account of illness, family matter, etc. student must inform the Warden or Hall Office in writing or via email. An entry should be made in the register kept with the security guards at Hall Office while leaving- and after returning- to the Hall.

- Complaints regarding electricity, plumbing, and related matters can be reported in the complaint register and also through e-mail: hostel@iiti.ac.in

- In case a Resident feel threatened, being bullied by fellow student(s) and/or has any other grievance she/he may call, contact and write email to Hall office and wardens at hostel@iiti.ac.in

- Residents can contact or email Hall wardens at hostel@iiti.ac.in for any Hall related matter.

- PHONE NUMBERS:
DIGANT: +91 (0) 975 397 0010
SARITA BATRA: +91 (0) 968 546 9561

OUT OF BOUND AREAS

The following areas are potential danger for human safety due to life threatening voltage level of installation and the following areas are made out of all students and unauthorized persons.

- Complete area of Main Receiving Stations, 6-pole structures and overhead HT line areas.
- Electrical Substations: ESS-13, ESS-7A, ESS-2 and ESS-5.
- All panels rooms inside all the buildings.
- The High Tension (HT) cable route.

VIOLATIONS OF RULES

- Any resident found violating these rules would be solely responsible for his or her actions and the Hall office, wardens, or IIT Indore will not be responsible for his or her safety and security.
- Fines for any violation of rules and damage to Hall property will be determined by the committee formulated by wardens-in-charge.
- In instances of damage to Hall property, non-switching of electricity points etc. All residents of a unit will be held responsible.
- The committee will decide the nature of violation and damage to Hall property (minor, extensive but reparable and irreparable). Minimum fine for minor, extensive but reparable or irreparable damage to Hall property is 3000, 5000 and 10000 Rs. respectively. Committee can also increase the fine depending on the nature of violation and/or damage
- Residents who fail to pay assessed charges may have their records flagged, which will reflect during the payment of the fees during the following semester.
- Repeated violation will attract an institute level disciplinary action.



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DECLARATION

I/ We have read the above mentioned Rules and Regulations & Code of Conduct for Hall Residents and understood them. I/ We hereby agree to abide by the same.

Name of the Student: _____

Details of Parents:

Name: _____

Address: _____

Landline (with STD code): _____ Mobile: _____

Local Guardian whom the student may visit during weekends/ short vacation:

Name: _____

Address: _____

Landline (with STD code): _____ Mobile: _____

(Any change in the Address or Phone No. of Parents/ Guardian should be updated at the Hall Office (hostel@iiti.ac.in) in order to maintain an up-to-date record of the resident student)

Date: _____

Signature of the Student: _____

Signature of the Parent/ Guardian _____

(Required for first (new batch) student)